

# Palliative Care and Quality of Life Advisory Council

## Meeting Notes Zoom Meeting

### June 4, 2020, 11:30 a.m. - 12:30 p.m.

Members on the Call	
Theresa Meyer	Breast Cancer Survivor
Deanna Speer	Ascension Via Christy- Wichita
Karren Weichert	Midland Care
Connie Hubbell	KDADS
Dr. Sharon Lynch	KU Medical Center
Janelle Williamson	Lawrence Memorial
Jenny Niblock	Citizens Health
Ryan Lester (for Dr. Norman)	KDHE- Bureau of Health Promotion
Members Absent	
Dr. John Eplee	State Representative
Dr. Brandy Ficek	Stormont Vail
Ron Ellis	State Representative 47 <sup>th</sup> District
Dr. Karin Porter-Williamson	KU Health Systems
KDHE Present	
Holly Frye	KDHE- Bureau of Health Promotion
Heather Smith	KDHE- Bureau of Family Health
Ahmed Ismail	KDHE- Epidemiology
Ann Elifrits	KDHE- Bureau of Health Promotion
Matilda Michaelis	KDHE- Bureau of Health Promotion
Leslie Hale	KDHE- Palliative Care Program Manager

Topic	Notes/Next Steps
<b>Welcome and Introductions</b>	Brandy was unable to attend the meeting. The meeting was called to order 11:33 am
<b>Approval of Meeting Notes</b>	Jenny moved to approve the meeting notes from the April 23, 2020 and May 7, 2020. Theresa seconded. Notes were approved as written.
New Business	
<b>None</b>	
Old Business/Updates	

<b>Kansas Cancer Program Follow-up</b>	<p>Holly invited two members KCP to speak to the Advisory Council about their role with KCP. However, they were unable to attend at this time This will be tabled for another meeting.</p>
<b>State Plan</b>	<p>Jamie Gideon, Director of Public Policy for Alzheimer’s Association. She assisted with preparation of the 2018 Alzheimer’s Workgroup State Plan and coordinated the 2019 Alzheimer’s State Taskforce report. Jamie shared some tips, lessons learned, recommendations when developing a state plan:</p> <ul style="list-style-type: none"> <li>• A state plan helps build structure for a program</li> <li>• Develops recommendations</li> <li>• Provides a document to hand out to stakeholders</li> <li>• Know your true purpose for developing the state plan</li> <li>• Determine how the state plan will be structured and organized</li> <li>• Develop workgroups or committees to work on the plan</li> <li>• Obtain input from various stakeholders through surveys, town hall meeting, focus groups. This gives the state plan more creditability than if the information was obtained from one person.</li> <li>• Develop an outline. An example of the outline for palliative care could include: <ul style="list-style-type: none"> <li>○ Introduction of plan/acknowledgements</li> <li>○ Executive Summary</li> <li>○ Background of palliative care</li> <li>○ Top 4priorities <ol style="list-style-type: none"> <li>1. Public Awareness <ol style="list-style-type: none"> <li>a. Problems/Challenges</li> <li>b. Recommendations</li> </ol> </li> <li>2. Access to Palliative Care <ol style="list-style-type: none"> <li>a. Problems/Challenges</li> <li>b. Recommendations</li> </ol> </li> <li>3. Training and Education <ol style="list-style-type: none"> <li>a. Problems/Challenges</li> <li>b. Recommendations</li> </ol> </li> <li>4. Emergency/Disaster Response <ol style="list-style-type: none"> <li>a. Problems/Challenges</li> <li>b. Recommendations</li> </ol> </li> </ol> </li> <li>○ Summary</li> <li>○ Glossary</li> </ul> </li> <li>• The workgroups will focus on: <ul style="list-style-type: none"> <li>○ What services currently exist</li> <li>○ What is needed to improve services</li> <li>○ Recommendations/solutions to improve services (should be specific as possible). This will be the “teeth” of the document.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Keep in mind resources when making the recommendations. Who can influence the recommendations?</li> <li>• Executive Summary of documents- <ul style="list-style-type: none"> <li>○ Should be one to two pages</li> <li>○ Background of the problem</li> <li>○ Needs to include data</li> <li>○ Limit recommendations to no more than 5-10.</li> </ul> </li> <li>• What to do with the State Plan once it is completed <ul style="list-style-type: none"> <li>○ Present to the Legislators/Legislative Committees</li> <li>○ Share with other state agencies</li> <li>○ Use as a tool to recruit advocates</li> <li>○ May want to start with sharing the Executive Summary. Many stakeholders will not want to read the entire state plan.</li> <li>○ Be prepared to answer the question: “How can we help you?” from stakeholders and legislators. Be ready with a specific answer.</li> </ul> </li> <li>• A state plan should be reviewed annually and revisions made as needed. A state plan should be rewritten every 3-5 years.</li> </ul> <p>Leslie needs to work with Brandy to come up with a timeframe for the state plan.</p>
<b>Survey</b>	<p>Leslie gave a brief report on the results of the palliative care survey. There were 42 responses. Leslie will work with Ahmed to develop a summary. Dr. Lynch talked about how difficult it is to get health care providers to respond to surveys, as they get many requests. If it is determined another survey needs to be done, another approach may be needed.</p>
<b>Next Steps</b>	
<b>Next Zoom Meeting</b>	<p>The next meeting will be either July 2<sup>nd</sup> or July 9<sup>th</sup>. The meeting time will be 11:30-1:00 pm. Matilda will send out a Doodle Poll.</p>

**Meeting was adjourned at 12:35 pm**